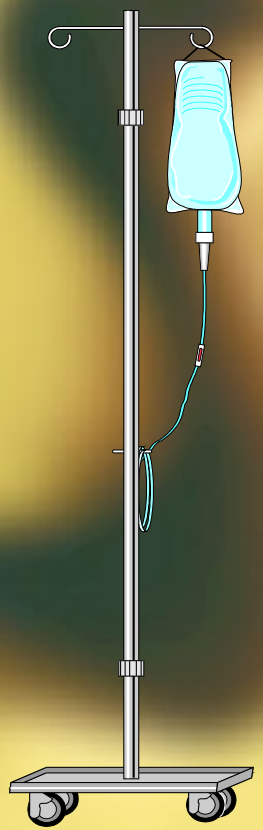
CEP

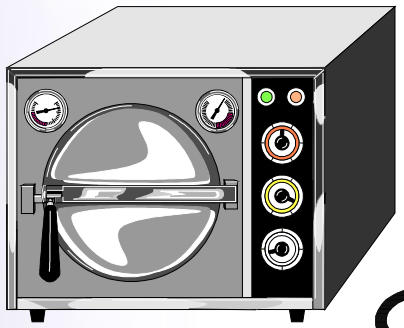
Capital Equipment Program

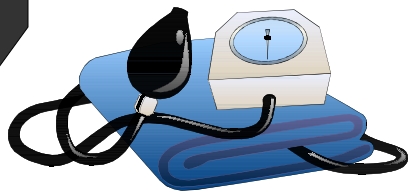
CEEP/MEDCASE Manager
Peggy Varoz 526-7797

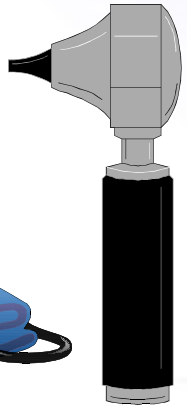
Definition

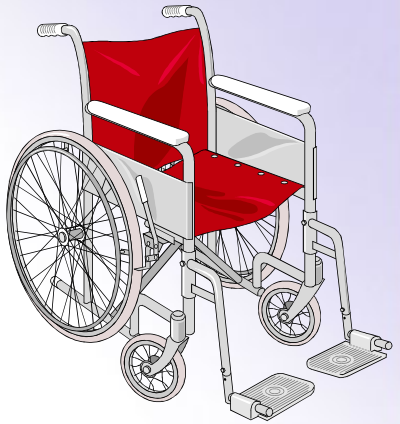


1. Equipment: items of material, medical and non-medical (other than real property) not consumed and do not lose its identity in use.









CEP Program Replacement Criteria

1. Routine replacement - of existing equipment forecasted by the user, based on maintenance, technology, economic considerations, and the 5 Year Equipment Replacement Report. Exceeding Life Expectancy (LE) is NOT the only criteria for replacement.

2. New technology - new produc
advancements in techno

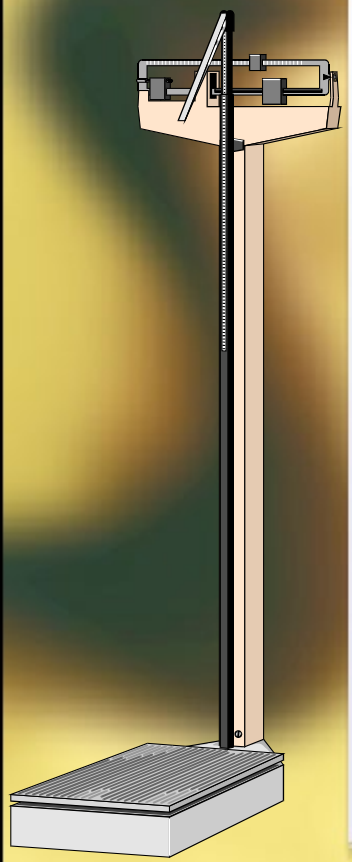
CEP Program Replacement Criteria

(cont)

3. New mission - changes in the mission must be evaluated to determine the support with existing equipment.

4. Facility construction or renovation - new requirements for equipment as a result of construction or renovation which provides an increase in size or the capability of the activity.

CEP Program Funding Overview



Credit Card

a. Unit cost< $2,500.00

b. Fund Source: Operations and Maintenance, Defense (OMD) funds

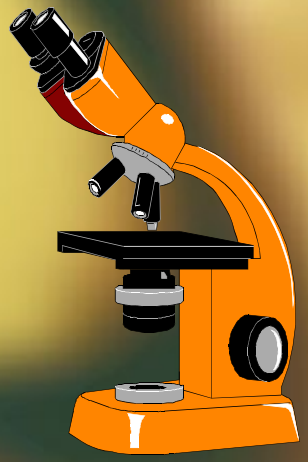
CEEP (Capital Expense Equipment Program)

a. Unit cost > $2,500.00 but < $100,000

b. Fund Source: OMD

CEP Program Funding Overview

(cont)



SUPER CEEP

a. Unit cost>$100,000 but <$250,000

b. Fund Source: OMD

MEDCASE

a. Unit cost >$250,000

b. Fund Source: Other Procurement, Defense (OPD) funds.

MEDCASE PROGRAM OVERVIEW

- The Medical Care Support Equipment (MEDCASE) is a centralized funding program Other Procurement, Defense (OPD) providing the capital investment equipment required to support Army health care activities at fixed Army Medical Treatment Facilities (MTFs) throughout the world.
- Equipment requirements originate at the activity level.
- The U.S. Army Medical Materiel Agency (USAMMA) receives MEDCASE funds from the USAMEDCOM. Funds are managed and controlled in the MEDCASE Requirement and Execution (MRE) system for participating RMCs, their regional activities and Major Subordinate

MEDCASE PROGRAM OVERVIEW (cont)

- Activity Commanders prioritize approved requirements and execute them either through local purchase procedures or by requisition to a wholesale supply source.

- The USAMEDCOM is the proponent of the MEDCASE program. The USAMMA administers the program and is the proponent for the MRE system as well as provides consultant services to the Army Medical Department.

MEDCASE PROGRAM OVERVIEW (cont)

Special Submission Requirements

- Emergency Requirements - Definition - required to save life, prevent suffering, distress, or loss of faculty or limb.
- Urgent Requirements – Definition – items that must be both approved and executed during the current execution year.
- See the MEDCASE Mgr for guidance for submitting.

The deadline for submitting MEDCASE/SUPER CEEP Requirements for the next fiscal year is 15 July.

CEEP PROGRAM OVERVIEW

1. Chief of Logistics – the proponent for the CEEP Program and its policies and procedures
2. Chief, Equipment Management Branch – overall responsibility of overseeing the CEEP/MEDCASE Program.
3. CEEP/MEDCASE Manager- manages day-to-day CEEP operation and maintains the files.

CEEP PROGRAM OVERVIEW

(cont)

4. Chief, Facilities Management- identify equipment site preparation requirements
5. Property Book Officer – Property Accountability
6. Medical Supply – stocks supplies for equipment
7. Safety Mgr/Prev Med – oversee ergonomic issues.

CEEP Requirements Development

- Phase I - Identification of Requirement
  a. User - Initiates need.
  b. Needs are identified based upon:
     1) Same as overall CEP Program Replacement Criteria
     2) See slide # 3 & # 4
- Phase II - Initiation of Requirement
  a. CEEP requirement initiated with a MEDCASE PROGRAM REQUIREMENT DA FORM 5027-R which is on FORM Flow

CEEP Requirements Development
(cont)

- Phase II - Initiation of Requirement (cont)

  b. Basic Justification - establish the need for the item requested.
     1) Currently are patients being referred downtown because the equipment is not available at EVANS?
     2) What will the equipment be used for and why is it required?

CEEP Requirement Development

(cont)

3) How is the function now being accomplished?
   a) Will there be any expendable supplies required for this equipment that Medical Supply may need to set up in Defense Medical Logistics Standard Support (DMLSS) toward order?
   b) Are there any supplies that Medical Supply may be stocking currently that may not need to be stocked if there is equipment being replaced?

CEEP Requirement Development

(cont)

4) How will this equipment be used with other equipment? Does this equipment interface with the Network? If so, answer Security Concerns questions.
5) What are the advantages of the requested item over the equipment currently in use or available on the market? Why are these advantages needed?

CEEP Requirements Development (cont)

6) What are the specific details regarding the following:
   a) Cost benefit:
   b) Personnel savings or productivity:
   c) The enhancement or curtailment of services:
   d) Frequency or duration of breakdown:
7) What will be the impact upon mission accomplishment if the requested item is not acquired?

CEEP Requirements Development (cont)

8) What is the anticipated workload? (quantified i.e., 200 tests per week)
9) Has consideration been given to the use of available excess assets (within your department/hospital)?
10) Other specific factors that mey be relevant (i.e., JCAHO, Infection Control, etc.). Please provide in writing.

CEEP Requirements Development

(cont)

11) Does the equipment have an operating system and/or will it be connected to the network?

12) Does this equipment or will the procedures it will accomplish require the use of any chemicals?

- It is mandatory for the safety and/or Environmental Office to review the Material Safety Data Sheets (MSDS) prior to purchase.
- It is mandatory to obtain and have personnel review the MSDS for the chemical(s) prior to the operation of the equipment. Contact the manufacturer for a copy of the MSDS or use the search engine found on the EVANS Logistics web page.

CEEP Requirements Development

(cont)

- DISPOSTION OF EQUIPMENT TO BE REPLACED:
  - ___RETAIN AS BACKUP
  - ___TURN IN AS EXCESS
  - ___TRADE-IN TO VENDOR

CEEP Requirements Development
(cont)

Documents required for submission:

- DA Form 5027-R
- Justification
- Maintenance records on replacement equipment
- Attach 3 quotes or a sole source justification, manufacturer's literature, Terms and Conditions of the GSA/VA Contract and the page of the catalog the item is on or have the contract # put on the quote.

CEEP Requirements Development

(cont)

- Phase III – Submission

a. Staff the forms through the Department Chief for review and approval and route through your Department Administrator.
b. Must have hand-receipt holders signature